

## BSS INCENTIVE PROGRAM GUIDELINES

### 1.1 DESCRIPTION

The Business Social Services (BSS) Incentive Program offers prescriptive incentives, application processing, and a services provider network specifically designed to support social service providers and their ability to achieve energy efficiency measures on a per-unit basis. There are incentives available for a variety of qualified energy efficient improvements.

### 1.2 OBJECTIVE

The primary objective of the BSS Incentive Program is to remove participation barriers for social services providers through a simple and streamlined process. This program will provide awareness of energy efficiency opportunities, an incentive level to maximize the customer's ability to achieve these savings, and a simple process for these customers to receive installed efficient technologies that will produce verifiable energy savings.

### 1.3 DATES AND TIMELINES

- The Program start date is March 1<sup>st</sup>, 2019.
- The last day to submit Pre-Approval projects is November 30<sup>th</sup>, 2022.
- The last day to submit completion paperwork is December 31<sup>st</sup>, 2022.
- Applications must be received within 90 days of the invoice date in order to qualify for an incentive.

### 1.4 ELIGIBILITY

#### 1.4.1 Participant Eligibility

Commercial electric customers of Ameren Missouri that are classified under one of the following rates are eligible to apply for incentives for measures installed at their location:

- Small General Service Rate 2(M)
- Large General Service Rate 3(M)

Customers must certify that all or part of the specific facility for which the measures and/or retrofits are targeted, is primarily utilized for Social Services. Incentives will only be available to the portion of the facility primarily used to provide Social Services. This includes any spaces that are necessary to operate and maintain the business, such as office spaces, storage space, etc. Social service customers are defined as nonprofit tax exempt business customers that provide social services to the low-income public, such as food

banks, food pantries, soup kitchens, homeless shelters, employment services, worker training, job banks, and childcare.

#### 1.4.2 Payee Eligibility

Ameren Missouri customers eligible for the BSS Incentive Program must provide authorization for the Ameren Missouri BSS Service Provider to submit the BSS application on their behalf and be designated as the payee to receive the final incentive payment. The BSS Service Provider will include the approved incentive amount as a credit on the invoice delivered to the customer.

***Note:** Upon receiving a completed application, the BizSavers Team may contact the customer to verify implementation of project measures prior to processing the application.*

#### 1.4.3 Approved BSS Service Providers

To be eligible for the BSS Incentive Program, customers must use an approved BSS Service Provider. Customers have the ability to choose the Service Provider they wish to work with. If the customer does not indicate a Service Provider preference, one will be assigned to them. Contractor participation is restricted to Ameren Missouri BizSavers Trade Allies approved for the 2019-2021, 2022, program cycle and who have also been approved as a BSS Service Provider.

For a list of approved BSS Service Providers please visit [AmerenMissouri.com/BizSavers](http://AmerenMissouri.com/BizSavers).

For information on how to become an approved BSS Service Provider please contact the Ameren Missouri BizSavers Team at [BizSavers@ameren.com](mailto:BizSavers@ameren.com).

#### 1.4.4 Equipment eligibility

BSS Service Providers will provide a list of eligible energy efficient equipment that qualifies for a BSS incentive. Energy efficient equipment that is not eligible through the BSS Incentive Program may still be eligible in other Ameren Missouri BizSavers Programs.

Equipment qualifying under the BSS Incentive Program may not be purchased or installed prior to the start date of the program or the BizSavers Team issuing the Pre-Approval incentive offer

Ameren Missouri electric business customers are not eligible for incentives on:

- Any equipment already discounted through either the Ameren Missouri Residential Energy Efficiency Programs or any other Ameren Missouri BizSavers Programs.
- Any equipment for which the facility type and scope of work qualify for incentives via the multifamily market rate or income qualified programs.

***Note:** Please see the list of participating stores for the Residential Program on [AmerenMissouri.com](http://AmerenMissouri.com) and be aware of point of purchase advertising as an indication of products that may have already received a Residential Incentive. For questions about whether a certain facility or equipment type is eligible for an incentive please contact the BizSavers program office at 1.866.941.7299 or [BizSavers@ameren.com](mailto:BizSavers@ameren.com). Please have the product and/or site details (ex. store name and product SKU, installed site address) available for review.*

#### 1.4.5 Project eligibility

BSS Incentive Program applications will be approved based on fulfillment of eligibility requirements, technical review and approval, passed inspections, and compliance with program terms and conditions.

Equipment must be installed prior to submitting completion paperwork.

### 1.5 PROCESS

#### 1.5.1 Determining measure eligibility

1. Before purchasing and installing equipment for your project, the BSS Service Provider will verify that a BSS Incentive is available by receiving Pre-Approval for the project from the BizSavers Team.
  - a. If a measure does not meet BSS Incentive Program eligibility requirements it may be eligible for a Standard or SBDI Incentive. Please refer to the Standard and SBDI Incentive Programs at [AmerenMissouri.com/BizSavers](http://AmerenMissouri.com/BizSavers).
  - b. If a measure does not meet Standard, SBDI or BSS Incentive Program eligibility requirements it may be eligible for a Custom Incentive. Please refer to the Custom Incentive Program at [AmerenMissouri.com/BizSavers](http://AmerenMissouri.com/BizSavers).

#### 1.5.2 Pre-Approval Application Process

1. Prior to submitting a BSS application, the customer will need to apply through Donation X ([Bit.ly/AmerenDonationX](http://Bit.ly/AmerenDonationX)) to confirm program eligibility.
  - a. The customer will have the opportunity to indicate the Service Provider they intend to work with if they would like or select N/A.
2. If eligibility is confirmed, the BizSavers Team will inform the designated Service Provider that they can submit the BizSavers BSS application.
3. The BizSavers Team will review the application and provide an approved offer based on program eligibility and incentive budget availability.
4. Once the BizSavers Team has issued the incentive offer, purchase and installation of project equipment can begin.

*Note: Any change in scope from what was offered will require recalculation of incentive amounts. The incentive may increase or decrease based on measure eligibility and incentive budget availability.*

5. Upon complete installation of the offered BSS Pre-Approval measures, the Service Provider will submit the completion paperwork and final labor and material invoices to the BizSavers Team at [BizSavers@ameren.com](mailto:BizSavers@ameren.com).

a. After equipment has been fully installed, if there were any adjustments to the scope of work than what was originally submitted, please adjust the completion form to accurately represent installed equipment (ensure to identify any changes from the offer).

*Note: All projects are subject to inspection after submittal of the completion paperwork and completed application. Projects with incentives greater than or equal to \$15,000 may require a pre- and post-installation inspection.*

b. The customer must receive the project invoice prior to the submission of completion paperwork.

c. Invoices must be itemized to show the following:

- i. Installation (labor) price
- ii. Equipment (material) price
- iii. Equipment (material) specification or model number
- iv. Miscellaneous support equipment price
- v. Disposal fees
- vi. Incentive amount on final application

6. Once the BizSavers Team receives your completed application they will perform a technical review and final approval prior to your incentive being distributed.

*Note: The BizSavers Team may identify additional questions or documentation requirements during technical review.*

## 1.6 INCENTIVES

Incentive amounts are subject to change and eligible incentive rates for projects will be based on the following:

- BSS Incentive Program Pre-Approval projects will be eligible for the incentive rates that were available at the time the Pre-Approval application was received by the BizSavers Team.

All BSS Incentive Program rates can be found on the BSS Incentive List. Eligible costs for lighting measures may not exceed incentivized amount.



Incentive amounts are set per measure and are calculated per measure unit identified on the list. Each Standard measure incentive is capped at the total eligible cost of the installed measure as identified on the submitted invoice. This includes the cost of installation, equipment, disposal fees, and equipment rental.

Submitted applications must have an aggregate incentive total greater than **\$150.00** across all measures.

Total incentives across all programs shall be capped at **\$3,000,000** per customer per this cycle defined as March 1, 2019 through December 31<sup>st</sup>, 2022.